

Effective Date: 03/10/80  
Revised: 06/99  
Sept. 2012

**Town of Concord**

**APP # 23**

**Procedure for Moving Oversized Buildings or Structures  
upon a Public Way**

1. Chapter 85, Section 18 of the General Laws governs the moving of buildings in public ways. This section provides:  
  
"No person shall move a building in a public way without written permission from the Selectmen or road commissioners, to be granted upon such terms as in their opinion the public safety may require; and the Superior Court shall have jurisdiction and equity to enforce this section."  
  
Therefore, the individual must acquire a permit from the Board of Selectmen prior to the moving of any oversized building or structure.
2. An application (see attached example) is available from the Administrative Assistant to the Board of Selectmen. The application shall be utilized for all such moves.
3. The Building Commissioner shall serve as coordinator for any requested house moves.
4. The Board of Selectmen have established the following fees:
  - a. Application fee \$200
  - b. Permit Fee \$100 for the first one mile of the move and \$50 for each additional mile or fraction thereof.
5. The fee is payable as soon as the person requests a department head to review any portion of the move, and it is non-refundable whether the individual acquires a permit or not. Applicants should be aware that the costs of police details and other associated work shall be in addition to the aforementioned fees established by the Board of Selectmen.
6. Before the Town Officials will put a significant amount of work into reviewing the application, the applicant must demonstrate to the Building Commissioner that they have a clear route established through the Town.
7. Definition: An oversized building or structure is one which is more than 10'-0" wide or 14'-0" high or over 65'-0" long.

Note: Additional permitting may be required to move such structures on state roadways.

Any questions or comments on this procedure should be referred to the Town Manager's Office.

Attachment

Distribution: All Department Heads

**TOWN OF CONCORD**  
**APPLICATION FOR PERMIT TO MOVE BUILDINGS**  
**\$200.00 APPLICATION FEE REQUIRED AT TIME APPLICATION IS PICKED UP**

**INSTRUCTIONS:**

It will be the responsibility of the person doing the moving to apply to the Board of Selectmen for the permit. Before a permit can be considered, it will be necessary for the applicant to get approval from the Fire Department, Department of Natural Resources, Tree Warden, Board of Health, Concord Public Works, Concord Municipal Light Plant, and others as required and shown below.

Any expenses involved will be borne by the applicant, and an estimated equivalent of any costs to be incurred by the Town, such as dropping power services, trimming of limbs, Police escorts, shall be deposited with the Town Treasurer prior to the move.

**FEE \$200.00 NON-REFUNDABLE**      ☐ **PAID**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

**ROUTE:**

From Address: \_\_\_\_\_

To Address: \_\_\_\_\_

Route/Roads building being moved via:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DIMENSIONS OF BUILDING:**

Height (loaded on trailer): \_\_\_\_\_

Estimated Weight: \_\_\_\_\_

Width: \_\_\_\_\_

Length: \_\_\_\_\_

Date and time of move: \_\_\_\_\_

**APPROVALS IN ORDER AS REQUIRED:**

DEPARTMENT	AUTHORIZING SIGNATURE	ESTIMATE OF COSTS DEPOSITED
Fire Department	_____	_____
Natural Resources	_____	_____
Tree Warden	_____	_____
Board of Health	_____	_____
Concord Public Works	_____	_____
Concord Municipal Light Plant	_____	_____
Telephone Company	_____	_____
Police Department	_____	_____
Building Commissioner	_____	_____

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_